

**MILTON PUBLIC LIBRARY
MILTON, WI 53563**

**BOARD OF TRUSTEES
March 23, 2016
7:00 p.m.**

AGENDA

1. Call to order.
2. Approval of Agenda.
3. Approval of Minutes: February 24, 2016
4. Approval of Expenditures for March, 2016
5. Director's Report:
 - a. President's Report on ALS activities
6. New Business:
 - a. Update: fundraising and expansion
 - b. Discussion and possible action re: library construction project phasing
7. General Items.
8. Next meeting: Wednesday, April 27 at 7:00 p.m.
9. Motion to Adjourn

***Please note that upon reasonable notice, at least 48 hours in advance, efforts will be made to accommodate the needs to disabled individuals through appropriate aids and services. For additional information to request this service, please contact the Library Director's office at 868-7462, 430 E. High Street,, Milton, WI 53563*

**PROCEEDINGS OF THE
MILTON PUBLIC LIBRARY
BOARD OF TRUSTEES**

February 24, 2016

Call to Order: The meeting was called to order at 7:02 P.M. by President Bill Wilson. Present: Rose Stricker, Annette Smith, Tim Schigur, Jen Schuetz, Bill Wilson, Director Lisa Brooks, and Erin Swope (Teen Advisory Representative) Excused: Deb Dean, Lynda Clark

Approval of Agenda: Smith moved approval of the Agenda as distributed, seconded by Stricker. Motion was approved unanimously.

Approval of Minutes: Schigur moved approval of the minutes of the meeting of May 28, 2014 meeting as distributed, seconded by Smith. Motion was approved unanimously.

Approval of Expenditures: Director offered brief comments regarding a few specific items indicating that most were routine. Acceptance of the expenditure report was moved by Stricker and seconded by Smith. The motion was approved unanimously.

Director's Report

The Director indicated that 25 applications were received for the Children's Librarian's position. Interviews will take place during the following week.

The Director also reported that the City made a change in holidays that will affect the Library's holiday schedule. City Hall has to be open on Good Friday to accommodate early voting. The Library will also follow this schedule and another holiday will be substituted.

Arrowhead Library System Report

Bill Wilson reported on that the remaining Mid-Wisconsin Library System counties (Dodge and Washington) are going to continue discussions with the Lakeshores Library System rather than negotiating with Arrowhead. Mr. Wilson also reported on the ALS strategic planning process and indicated that ALS will be contracting with WILS for RockCat support pending a decision of the direction that ALS will go on a replacement for the current ILS product.

New Business

Director Brooks provided a brief overview of the 2015 Public Library Annual Report. Schigur moved approval of the report and Smith seconded the motion. The motion was approved unanimously. Mr. Wilson provided an update on fundraising and the building project. Bids are due March 14, and if an acceptable bid is received, the City Council will consider awarding a bid for construction on March 15. The American Library Association "Short Takes for Trustees" presentation was delayed until the March meeting.

General Items

Erin Swope reported that the Teen Advisory Group is organizing a 5K fun run (Library Lope). The event will be held September 10, 2016

The Next meeting will be held Wednesday, March 23, 2016 at 7:00 PM.

Adjournment

Smith moved adjournment and Schigur seconded the motion. The motion was approved unanimously and the meeting was adjourned at 7:30 PM.

Respectfully Submitted,
William J. Wilson

Library Expenditures
March 2016

Amazon Books & AV	\$1209.97
Baker & Taylor Books	\$1889.54
Advantec Computer Company Network Switch	\$960.00
Facebook Advertisement	\$24.91
TechMAX Public PC Service	\$100.00
JAX Custom Printing Library Envelopes	\$40.00
Janesville Gazette Help Wanted Ad	\$243.75
Hometown News (Courier) Help Wanted & Bid Ads	\$324.94
Corporate Business Systems Savin Quarterly Copier Use	\$125.97
Crystal Computer Consulting Cloud Storage	\$540.00

DIRECTOR'S REPORT

ACTIVITIES

I attended meetings with: ALS directors, library staff, city department heads, city council, and the fundraising committee.

We hired Jayme Anderson as our new Children's Librarian. She has over 10 years of teaching experience, loves children, and has tremendous creativity and energy.

Her full-time position no longer includes assistant director responsibilities and will be entirely focused on creating more community collaborations, producing more innovative services and programming, and promoting literacy to a wider audience.

City Council approved the library construction bid from Gilbank Construction on March 15. We'll be meeting with the architects and Gilbank to discuss the project and timeline. The project is scheduled to be completed by December, 2016.

ACTIVITIES

Children

February 1-29	Storytime	57
February 13	Crafts So Sweet	11
February 25	Build It!	15
February 26	Lego Day	34
February 27	Ice Age Trail	43
February 1-29	Crazy 8s Club	101
February 15	Northside Visit	50

Teens

February 5	Wired Afterhours	13
February 6	ACT Practice Test	23
February 19	Unplugged Game Night	10
February 24	MAYC	10
February 24	TAB	14

Adults

February 3	Gentle Dog Training	29
February 10	Strings Attached	5
February 17	Mystery Book Club	8
February 1-29	Computer Classes	23

UPCOMING

April 22-24 – Friends Book Sale
April 27 – Library Board Meeting
May 25 – Library Board Meeting